

Kingscott Associates, Inc.
Architects/Engineers
Kalamazoo, Michigan

Parchment High School FF&E, Phase 2
Parchment School District
Parchment, Michigan

NOTICE TO BIDDERS

Sealed Bids for Furniture, Fixtures, & Equipment for Parchment High School will be received by Parchment School District, at the Administration Building, 520 N. Orient St., Parchment, MI 49004, **Thursday, February 26th, 2009 at 3:00 pm**, local time.

Bids will be opened publicly and read aloud at that time. Bids will be opened at the Parchment School District Administration Building located at 520 N. Orient St., Parchment, MI 49004. Bids received after that time will be returned unopened.

Bids shall be executed on Bid Form and Tag Schedule/Bid Form provided. Each proposal must be accompanied by a satisfactory certified check, money order, or bid bond payable to **Parchment School District** for not less than five (5%) percent of the amount of the bid and delivered in a sealed envelope bearing the bidder's name, address, and project identification. Address bids to Amy Jones, Director of Finance and Operations.

Owner is exempt from Michigan use and sales tax.

This project does require prevailing wages.

Successful bidder(s) will be awarded by purchase order issued by the Owner.

Enclosed is a complete set of Bidding and Contract Documents. In the event that extra copies are required, they will be available from Kingscott Associates, Inc. on **February 9, 2009** at no deposit charge. No partial sets of contract documents will be issued. Bidding and Contract Documents may also be examined at the following locations:

Kingscott Associates, Inc.
229 E. Michigan Avenue, Suite 335
Kalamazoo, Michigan 49007
P: 800-632-7815

Parchment School District
520 N. Orient St.
Parchment, Michigan 49004
P: 269-488-1091

Documents are available through Kingscott Associates, Inc.

The Owner reserves the right to accept or reject any or all bids, to waive any irregularities in bidding and to refrain from accepting or rejecting any bids for a period of sixty (60) days after the bid opening.

It is the intent of the Owner to award a Purchase Order(s) based on the lowest responsible bidder(s) of the extended bid price of each individual or compatible combination of items listed on the itemized tag schedule/bid form. The Owner reserves the right to accept any individual or combination of extended price bids.